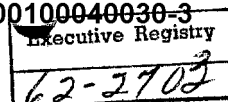


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24 April 1962

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MEMORANDUM FOR:

SUBJECT : Agency Publications Board

1. In our conversation on 18 April you said you would welcome my observations on the IG's APB role. The last paragraph contains a recommendation.
2. Until some time in 1958 the DD/I was the APB chairman. Mr. Dulles asked Kirk to take it over, and the regulation was rewritten accordingly. The idea was that the IG could be more impartial than an officer in the chain of command.
3. In my opinion, the APB chairman should not be in the chain of command. At least he should not represent a component which issues publications.
4. Whether it is a proper IG function is a different question. The APB really has three functions:
 - a. Command. I think the word is just. The APB has the responsibility for approving or disapproving new publications. By a slight extension of this authority the APB challenges existing publications. (This function is somewhat anomalous; an ONE publication was established in August 1961 by Presidential directive, but it has not yet received APB approval.) The exercise of command is not generally considered to be an IG attribute. On the other hand, as chairman of a board, the IG is exercising command not in his own person but on behalf of the board.
 - b. Investigation. Board decisions are based on investigations carried out by the board secretariat which, by regulation, is provided by the IG. Investigation is a proper IG function. But it is also a function of other units.
 - c. Record-keeping. This is a technician's job. Library people can do it better than the IG.

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5. Discussion:

a. Command -- The Board's action consists of a recommendation to the Deputy Director concerned. Because the Deputy Director is obliged to carry out such a recommendation (or else appeal to the DCI) this action is really the exercise of command. Since the Board itself (on behalf of the DCI) is commanding, rather than the IG in his own capacity, there appears to be no reason why the IG should not chair the Board. But it could equally well be chaired by another officer who is above or outside of the publishing components.

b. Investigation -- Publications must be inspected for compliance with Board recommendations and with pertinent directives. Such inspection is a natural IG activity, but it can be performed by the IG or his designee whether or not the IG chairs the Board.

c. Record-keeping -- This may not be the right term but under it I include such Board duties as defining of categories, maintaining the current list, the grouping of publications into series, and developing a uniform coding system. To these I would like to see added maintenance of an ever-current library of Agency publications which Board members or the DCI himself could examine at any time. I think such duties could best be performed by trained library people. It might be well for the CIA Librarian to be a non-voting member of the Board and to provide its secretariat.

6. Board Membership:

a. The Chairman -- Could be any high Agency official outside of the publishing components. In practice, an officer such as the Executive Director or the IG may be unable to find time to run the Board personally. He might therefore wish to appoint a permanent Vice-Chairman from his own staff.

b. Voting Members -- These should be the heads of components which issue publications. Following the current reorganization they would appear to be the DD/I, the DD/S, the DD/R, the DD/P, and the General Counsel. Each of these would no doubt have a subordinate designated to represent him on the Board (as is now the case).

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c. Non-voting Members -- The Chairman should be empowered to appoint non-voting members, permanent or temporary, at his discretion. Their purpose would be to perform services for the Board in accordance with their respective specialties. If the IG is not the Chairman he should be a non-voting member. Others should be the CIA Librarian and the Chief, Printing Services Division.

d. Secretariat -- For reasons touched on above, I believe the Secretary should be a member of the CIA Library Staff, acting on behalf of the Board rather than as a DD/I member. He should be directly responsive to the permanent Vice-Chairman.

e. Discussion -- The Board's day-to-day working team would thus be the permanent Vice-Chairman and the Secretary. The Vice-Chairman would be able to call upon the non-voting members for specialized services and, through the Secretary, would keep the members informed of Board activities between meetings.

7. Summary and Recommendation: I recommend that the Agency Publications Board be reorganized on the following lines and that be revised accordingly --

Chairman	-- IG, Executive Director, or DDCT
Vice-Chairman	-- A member of the Chairman's staff
Voting Members	-- DD/I, DD/S, DD/R, DD/P, General Counsel
Non-voting Members	-- CIA Librarian, IG (if not Chairman), Chief, Printing Services Division
Secretary	-- Member of the CIA Library Staff



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